



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

December 21, 2005

MEMORANDUM

TO: State Board of Education

FROM: Michael P. Flanagan

SUBJECT: Report on Department of Education Cosponsorship

The Department of Education is asked to cosponsor a number of conferences or meetings. I am notifying the Board of the following cosponsorship:

- 2006 Fall Conference for School Food Service Professionals

STATE BOARD OF EDUCATION

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CO-SPONSORSHIP

Title of Conference or Meeting	2006 Fall Conference for School Food Service Professionals
Primary Sponsoring Agency:	School Nutrition Association of Michigan
Co-sponsors:	Michigan Department of Education School Nutrition Association of Michigan
Date:	To be determined: October 9-13, 2006 or October 23-27, 2006
Location:	Boyne Mountain, Boyne Falls, MI
Purpose	To provide information and resources to school food service directors through a multiple-day workshop that will focus on USDA program requirements and all aspects of school meals program operations at the local districts.
Major Speaker(s):	To be determined; Includes School Meals Program and Coordinated School Health and Safety Programs Unit staff.
Audience:	School food service directors from multi-site school districts.
Staff Involvement:	Provide training and technical assistance through formal presentations and informal networking with local district food service staff.
Financial Obligation:	Federal <u> X </u> State Other Staff Costs: \$7,578 (2.5 days x 12 staff and 3 days x 3 staff) (approximately 20 hours) Travel Costs: \$6,853 Lodging – 15 staff x \$100/night x 3 nights = \$4,500 Mileage – 376 miles (round trip) x \$.328 = \$123 x 4 cars = \$493 Meals – 4 days x 31.00 = \$124 x 15 staff = \$1,860
State Board Participation	Invited Guests

The following "Statement of Co-sponsorship" will appear on the printed agenda for the meeting or conference:

Co-sponsorship of a conference by the Michigan Department of Education (MDE) assumes the active participation of MDE staff in the planning and development of the agenda. No person shall be denied the opportunity to participate on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap. The conference facility must meet accessibility standards for the physically handicapped. Commercial products or services displayed or presented as part of the conference are not considered endorsed by MDE.